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**STATE ELECTION COMMISSION, ORISSA,  
TOSHALI PLAZA, BLOCK-B-2, 1ST FLOOR,  
SATYANAGAR, BHUBANESWAR-751007**

No. 5248  
Ele.(ML)65/07 /SEC

Date: 9-8-2007

## **ORDER**

Sub: Preparation of Wardwise Electoral Roll for conduct of by-election to Ward No.21 of Sunabeda N.A.C.

WHEREAS, the Executive Officer, Sunabeda N.A.C. vide his Memo No.2684, dtd.30-07-2007 has reported that a casual vacancy in the office of Councillor of Ward No.21 has occurred due to resignation of the Councillor;

WHEREAS, it is necessary to prepare updated Electoral Roll for Sunabeda N.A.C. to conduct the by-election and the Commission has decided that Assembly Electoral Roll published by ECI/CEO on dt.08-02-2007 will be the basis for preparation of Wardwise Electoral Roll;

NOW, THEREFORE, the Commission, in exercise of the powers vested in it under Article 243 ZA of the Constitution of India read with Section 11 (A) of The Orissa Municipal Act, 1950 directs that wardwise Electoral Roll of Sunabeda N.A.C. shall be prepared as per manner prescribed in Schedule-II by the Commission according to the programme laid down in Schedule-I of this order.

By order and in the name of  
State Election Commission, Orissa  
Sd/-  
F.C.SATAPATHY  
Secretary

**SCHEDULE-I****SCHEDULE FOR PREPARATION OF WARDWISE  
ELECTORAL ROLL IN SUNABEDA N.A.C.**

Sl. No.	Particulars	Date	Place/Remarks
1.	Preparation of preliminary Electoral Roll of all Municipal Wards in Form No.I comprising the name of the voters included in the Electoral Roll of Assembly Constituency relatable to the area of the Ward under Rule 4 of the Orissa Municipal (DWRS & CE) Rules, 1994.	20-08-2007 to 23-08-2007	
2.	Publication of Preliminary Electoral Roll and notices in Form No.II by the Election Officer inviting objections under Rule 7 (1)and (2)  (a) of all Wards of the Municipality, (b) of each Ward.	25-08-2007	1) Notice Board of the Election Officer. 2) Municipal Office and 3) At a conspicuous place in all Wards.
3.	Date up to which the preliminary Electoral Roll to be kept open for inspection by public under Rule 7 (3).	30-08-2007	Municipal Office
4.	Filing of claims and objections to the Election Officer u/r 8 (2).	25-08-2007 to 31-08-2007	
5.	Enquiry and correction before hearing of claims and objections by Election Officer u/r 9.	04-09-2007 to 05-09-2007	
6.	Publication of list of claims and objections received in time and all corrections made by the Election Officer u/r 10 (a) in Form No. V.	07-09-2007	In the Notice Boards of the Municipality and Office of the Election Officer.
7.	Hearing and disposal of claims and objections by Election Officer u/r 11.	11-09-2007 to 14-09-2007	As may be fixed by the Election Officer.
8.	Date of publication of final Electoral Rolls by the Election Officer u/r15.	17-09-2007	In the office of the Election Officer Notice Board/Municipality Office Notice Board and conspicuous place in all wards each wards.
9.	Date up to which final Electoral Rolls shall remain published u/r 15.	20-09-2007	
10.	Submission of printed copy of the final Electoral Roll to the Commission.	04-10-2007	

**N.B. : The rules referred herein refer to The Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994.**

## **SCHEDULE-II**

### **PROCEDURE FOR PREPARATION OF THE ELECTORAL ROLL FOR SUNABEDA N.A.C.**

01. The Election Officer appointed by the Commission will be in charge of preparation and finalisation of the electoral rolls of the Sunabeda N.A.C.
02. The Electoral Roll of the Assembly Constituency prepared by the Election Commission of India published during February 2007 (currently in force) shall be the basis for preparation of the preliminary wardwise Electoral Rolls of the Sunabeda N.A.C.
03. Preliminary Electoral Roll for each ward shall be prepared in accordance with Rule 4 and be published in accordance with Rule 7. It should be ensured that the copies of the preliminary Electoral Roll or the portion thereof, as the case may be, relating to each ward shall be kept open for inspection by the public for a period of 5 days from the date of publication of the Roll. An Assistant/Clerk may be entrusted to help the public in the inspection of the preliminary Electoral Roll during the period.
04. It has been provided in Rule 7 (4) that the fact of publication of preliminary Electoral Roll shall be notified in one or more **Oriya newspapers** circulating in the District. A Model format in Oriya is given at Appendix-A of this Schedule, which may be published with necessary modification in **one newspaper between 20-08-2007 to 25-08-2007**.
05. Any person whose name is already enrolled in the Assembly Electoral Roll, 2007 but does not find place in the wardwise voter list now prepared as per Para. 3 above can file claims/objections for enrollment/correction in the entry in Form Nos. III & IV respectively. **It is made clear that fresh claim for enrollment as voter shall not be entertained.**
06. After hearing and disposal of claims and objections and finalisation of the Electoral Roll by the Election Officer U/R 11, the final Electoral Roll shall be published for three consecutive days at the prescribed places U/R 15. The Commission has prescribed a model form at Appendix - 'B' of this schedule to be used for final publication of the electoral roll.

07. \*The final Electoral Roll shall be authenticated under Signature of the Election Officer concerned **with date** and **official stamp** as follows on the last page :—

“Certified that the Electoral Roll of Ward No.....,Sunabeda N.A.C. has been duly prepared and the final roll duly published as per provision of Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 on.....”

.....  
Election Officer

\*Apart from the certificate to be given at the last page, each page of the Electoral Roll is to be authenticated in the margin by the election officer by putting his dated signature only.

08. The final Electoral Roll so published shall then be split up polling Station/boothwise (each booth allotted to about, 1,000 voters) in accordance with Commission’s direction in the matter.

09. After splitting of the final Electoral Roll boothwise, **only the Electoral Roll where by-election is going to be held shall be printed** as per requirement (ideally @ 3 copies per booth+copies to Political parties+Commission’s copy + Office copy). Photostat copies of the Electoral Roll of the Wards of the Municipality shall be duly authenticated and forwarded to Commission. Each National Party/State Party shall be supplied a copy along with printed copy discussed above free of cost.

## APPENDIX - A TO SCHEDULE-II

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**APPENDIX - B TO SCHEDULE - II**

**NOTICE OF FINAL PUBLICATION  
OF ELECTORAL ROLL**

(Prescribed by State Election Commission, Orissa)

It is hereby notified for public information that final Electoral Roll enclosed hereto prepared under Rule 15 of the Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 is hereby published and available for inspection at the office of the undersigned and the office.....Municipality/N.A.C. from.....to.....

Place.....

Election Officer

Date.....

.....

N.A.C. / Municipality /  
Municipal Corporation.